

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, November 8, 2011
City Hall Conference Room
4000 Main Street, Rowlett, Texas

Meeting Minutes

I. Call to order

Chairman, Dr. Lori McKelroy called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:37 pm on Tuesday, November 8, 2011. The roll call was conducted via sign in sheet. The following members were present: Dr. Lori McKelroy, Jeri Fontenot, Tim Pace, Nancy Petty and Joe Tilger. ASAB Alternates present were Dawna Carabajal and Gail Fischer. City Management present was Lt. Marvin Gibbs. Mollie McCollom-Miles and Jeff Ochsner were absent and it was excused. City of Rowlett employee Kristen Harris was present to at the beginning to swear in new members. Before the meeting began, the group went around the room and introduced themselves.

II. Consider approving the minutes from the August 9, 2011 meeting.

The Minutes from the August 9, 2011 meeting were passed out and board members were given time to review them. The Chairman opened the floor for comments or questions and none were made. Dr. McKelroy called for a motion to accept the Minutes as written. The motion was made by Ms. Fontenot and seconded by Ms. Petty. The motion was passed with none opposed.

III. Administer the Oath of Office and the Statement of Elected Appointed Officer to the newly appointed members.

Kristen Harris administered the Oaths before the meeting.

IV. Board Member Orientation presented by Staff.

The Chairman opened this item and gave the floor to Lt. Gibbs. Lt. Gibbs addressed the handouts (Orientation PowerPoint, Animal Shelter Assessment PowerPoint, and Assessment of Animal Services Division by Strategic Government Resources) and then presented a PowerPoint on what is expected of the Board and the limitations of the Board. After some discussion, the Chairman closed the item from discussion and moved on to the next item.

V. Update on Shelter from City Staff.

Lt. Gibbs updated from the Strategic Government Resources handout and stated he would have Mr. Ochsner update the Board on numbers next meeting. Tim Pace was excused from the meeting and the item was closed from discussion and moved on to the next item.

VI. Public Announcements.

Next adoption and microchipping event is Saturday, February 18, 2012.

Lt. Gibbs announced the all day parade on November 19, 2011 and that the highway will be opening December 19 or 20, 2011.

November 11, 2011 is the Veterans Day celebration.

VII. Topics for future agendas.

Pet registration – whether it will continue.

Adopt an ordinance that will require microchipping.

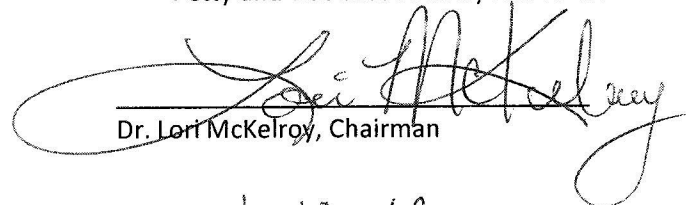
Discuss alternative methods to a-frame signs to promote adoption events.

Discuss networking regarding animals that may be put down if they are not adopted.

Update from Mr. Ochsner regarding shelter statistics (end of year report – monthly report).

VIII. XI. Adjournment.

The Chairman, Dr. McKelroy called for a Motion to adjourn. The Motion was made by Ms. Petty and was seconded by Ms. Fontenot. The meeting was adjourned at about 8:52 p.m.



Dr. Lori McKelroy, Chairman

Kristen Harris, Assigned City Staff

1-10-12

Date Approved